



# Rebuild America's Web Site Guide

## What is the Rebuild America Web Site?

The Web site, located at

<http://www.rebuild.gov>,

provides you with general program information such as mission and vision, market specific information for the EnergySmart Schools (K-12), Commercial Buildings, State and Local Governments, Public and Multi-family Housing, and Colleges and Universities sectors, a listing of the partnerships, top news and events, success stories, Solution Center resources and more.

Rebuild America relies heavily on the functionality of the Web site to conduct its communication and program management tasks. The Web site plays an important part in: 1) developing awareness of and interest in Rebuild America among prospective lead organizations and partners searching the Web for energy efficiency and renewable energy related topics, and 2) providing these same people, with an easy obvious and reliable mechanism to get more info about Rebuild.

Additionally, Rebuild America can connect you with other community partnerships that are working on the same issues, businesses that provide efficient products and services, other organizations that are involved in energy efficiency, and with technical tools that can help expedite a project, and with information on energy audits, financing strategies and energy-efficient technologies.



## Help Do Your Part for Us!

### Data Collection

Twice a year, the Rebuild America Program Team conducts a partnership project data collection. Please contact your Customer Service Representative with project updates. The data is entered in the Rebuild Network

### Success Stories

Your partnership works hard to get results. Individual projects have a tremendous impact locally and, together, are making a difference nationally. We want to know about the good work you're doing. It's important to keep us current on your plans, activities, projects and accomplishments. Please send us updates, keep your partnership profile updated and use the RBA Success Story Center as the means for keeping your successes publicized. Additionally, we would like to capture visual progress of your project. Photos are very much appreciated so we can highlight your successes from beginning to end.

### Contact Management

We urge you to periodically check your contact information in the Rebuild Network. We try to electronically disseminate Rebuild America information in timely and effective manner to you. You can help us by reviewing your contact information and adding any missing elements especially your e-mail address, e-mail preference and correct mailing address. If someone has left your organization.

## Web Site Feature Spotlight: Solution Center

With the launch of the **Solution Center** last year there has been an increased awareness of the products and services Rebuild America has to offer to its users. The Solution Center contains "solutions-based" information for the various market sectors and project building processes. They are logically organized to provide the user the information they need to complete their energy-saving projects.

Currently, we have over **240** resources in the Center that the Program has independently evaluated and posted. If you have any relevant resources you would like posted to the web site send it to the program for review. Additionally, the Solution Center contains a product ordering function for all products that cannot be downloaded directly or are available in a tangible format.

# What is the Rebuild Network?



The Rebuild Network is the Rebuild America Intranet site where program information, partnership reports, and internal program submission process activities take place for the Rebuild America program.

## Project Assistance Center

Our Rebuild Customer Service Team and Technical Assistance Providers are currently processing over **65** requests from our Partnerships. The Project Assistance Center resides in the network side of Web site and it is the program's vehicle for tracking assistance requested from Rebuild America. The system allows representatives to make assistance requests via the web site, capture lessons learned from the requests and use the information to highlight successful projects in the Solution Center and Community Partnerships Profile pages. If you are a current Community Partnership in need of assistance please directly contact your Customer Service Representative.

## Most Asked Question:

**If I forget my password how do I get it?**

Complete the Rebuild Network Account Request Form located at [www.rebuild.org/aboutus/accountrequestform.asp](http://www.rebuild.org/aboutus/accountrequestform.asp). We will send you your information within 1-2 business days.

## Quick Tips:

**Logging on to Rebuild Network** - Rebuild Network is located at <http://www.rebuild.org/rebuildnet/login.asp>. Here you will enter your username and password (all information is case sensitive so please make sure you use lowercase text). This will take you to the Rebuild Network homepage.

**Finding your Partnership** - There are a number of ways to get to your partnership information. The most common ways are to select your Partnership by name from the Community Partnership drop down list on your home page or you can search for your organization using the search function.

**Editing your Partnership Information** - On your partnership profile page, there will be a link titled "Edit this Community Partnership" at the top of the page. Once you click the link, you will have access to edit/add/delete any information from your partnership page. Once complete, hit the submit button at the bottom of the page to upload the changes. Additionally, **Contacts, Partner, and Results** information are listed on the left hand navigation bar on your partnership page. Click on any of those links to see related information. To edit, utilize the same process as above.

**Editing your contact information** - Search for your name via the search page. Once you have located your contact page, there will be a link titled "Edit this Contact" at the top of the page. Once you click the link, you will have access to edit/add/delete any information from your contact page. Once complete, hit the submit button at the bottom of the page to upload the changes.

## Quick Links

**News** - <http://www.rebuild.org/news/news.asp>  
**Events** - <http://www.rebuild.org/events/events.asp>  
**Solution Center** - <http://www.rebuild.org/lawson/productservices.asp>  
**Find A Community Partnership** - [http://www.rebuild.org/partnerships/cp\\_find.asp](http://www.rebuild.org/partnerships/cp_find.asp)  
**Press Room** - <http://www.rebuild.org/news/pressroom.asp>  
**Rebuild Network Login** - <http://www.rebuild.org/rebuildnet/login.asp>  
**Request User Id & Password** - <http://www.rebuild.org/aboutus/accountrequestform.asp>

Questions/ Problems – Contact the webmaster Scott Igoe at [sigoe@rebuild.org](mailto:sigoe@rebuild.org).